

IU Northwest Council Meeting Notes
Meeting Held Tuesday, November 11, 2014

Chancellor Lowe asked if there were comments or questions regarding the October 14, 2014 meeting notes. Hearing none, he advised Council members to contact Kathy Malone with any changes, and thanked her for doing a good job of keeping track of the proceedings.

I. Enrollment Management & Student Success

a. Enrollment Management Update

Chancellor Lowe mentioned the transition in motion in Academic Affairs with the pending departure of Vice Chancellor David Malik, who will return to his former position at IUPUI as Chancellor's Professor of Chemistry and Chemical Biology. He is expected to depart IU Northwest during Summer 2015. Chancellor Lowe thanked Dr. Malik for his contributions to IU Northwest and for his continuing service. A search process to select a new Executive Vice Chancellor for Academic Affairs will be moving forward in the coming weeks.

Vice Chancellor Malik reported that recent enrollment reports for Spring Semester 2015 reflect a significant enrollment decline, which can be attributed to a newly adopted priority registration system, where junior and senior students register prior to other students. This new process gives priority to upper class students, with degree maps, who are current with Bursar balances or current on payment plans, a better option of getting classes that they need to graduate. Updated enrollment reports generated after open registration are more positive, and senior student enrollment is ahead of one year ago. As a result of the Multi-Term Registration initiative, 200 students have already registered for Fall 2015.

b. Advising Update

The Director of Advising search is active, and there are currently more than 50 applicants. Dr. Chris Young is chairman of the search committee, and other committee members include Mary Beth Mitchell and Diana Dicks, with one additional person to be added. The deadline to receive applications is midnight, November 30.

The tablet computers that will be used for Point of Service Evaluations are being prepped for distribution to the academic units and should be functional by the end of the month. John Novak was acknowledged for his work with the initial evaluation process which proved to be a complicated.

Degree maps are 100 percent published, and training is being prepared centrally at IU. Chancellor Lowe asked that a demonstration of degree maps be provided at the December Council meeting.

The Fostering Learning, Achievement, and Graduation (FLAG) early alert system group, which includes representatives from each academic unit, is working to determine how to best use FLAG as a successful intervention for students to increase their student success.

Dr. Alexis Montevirgen, newly appointed Vice Chancellor for Student Affairs and Enrollment Management, will visit the campus, and tour the community for housing options, during the week of November 11. He will begin employment at IU Northwest on December 1. The hiring of Dr. Montevirgen represents the restructuring of the Vice Chancellor for Student Affairs position, with enhanced focus on enrollment management.

II. Financial Status and Expenditure Review

As previously discussed, there was a Fall 2014 enrollment/revenue shortfall of approximately \$550,000, and the same is projected for the spring, therefore, CFO Milich projects a one-million-dollar shortfall between budget projections and actual tuition income for FY 15. The Campus Budget Committee will discuss a plan of action to reduce the deficit. The campus cannot have a deficit at end of the fiscal year or going into the new fiscal year.

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The Expenditure Review process is moving forward, and the Budget Committee will soon begin reviewing the categories submitted by the Responsibility Centers who are in the process of submitting the prioritization of activities in their areas, and those prioritizations will be analyzed to determine how to move forward. More information will be provided at Town Hall Meetings on December 1 and 2.

III. Update on Facilities

Dr. Pellicciotti provided the following update:

a. Arts & Sciences Building Project status

Cost estimates for the new building are still being reconciled with the budget, and the next step will be to move forward with construction documents and bids. Meetings are scheduled to finalize plans, and additional information should be available at the December Council meeting. The groundbreaking for the building will take place in Spring 2015 and, from the time of groundbreaking, it will take approximately 20 months until the building is operational.

b. Sycamore Hall Demolition/Parking Project

The demolition project is done, and the related Parking Project is not complete and on hold until Spring 2015, due to asphalt plants closing for the season. Gravel has been placed and temporary parking is available at the site during the winter.

c. Restroom Project – Moraine Student Center

The project is slated to begin in December. All renovation materials have been ordered, which should allow the project to move faster.

IV. Campus Conversation on Diversity, Equity, Inclusion follow-up: Leadership role(s) for Council

a. One Book – One Campus – One Community Update

1. Upcoming Events: Michelle Alexander, *The New Jim Crow: Mass Incarceration in the Age of Colorblindness*

James Wallace reported that he has been in conversation with Dr. James Winbush, Vice President for Diversity, Equity, and Multicultural Affairs regarding streaming the Michelle Alexander presentation to other IU campuses, free of charge. Vice President Winbush has offered to assist with costs for the event, and estimates are being secured for staging and chairs for the Savannah gym. An aggressive marketing plan for the event is being coordinated.

A community book discussion was held on Tuesday, November 18 at St. Paul Missionary Baptist Church in Gary which was very successful. A subsequent book discussion is planned at the same location on January 20, 2015.

The following six book nominations were submitted by the campus community for consideration as the 2015-16 One Book reading selection:

- *Hunger for Memory: The Education of Richard Rodriguez* by Richard Rodriguez.
- *Divergent* by Veronica Roth.
- *Operation Homecoming: Iraq, Afghanistan, and the Home Front, in the Words of U.S. Troops and Their Families* by Andrew Carroll (ed.).
- *The Immortal Life of Henrietta Lacks* by Rebecca Skloot
- *Waking up White* by Debbie Irving.
- *The Short and Tragic Life of Robert Peace: A Brilliant Young Man Who Left Newark for the Ivy League* by Jeff Hobbs

The One Book committee will review the nominations to assess their eligibility based on the criteria, and three selections will be sent forward for campus voting in November. The Council discussed how adaptable a book selection might be to a class or class project, and it was suggested

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that the One Book committee consider revising the book selection criteria in view of past experience and opportunities that might present themselves based on nominations from the community.

Books that lend themselves to shorter readings, vignettes, or a shorter book, might be more readily adaptable across a variety of disciplines and purposes, providing instructors in writing and other fields an opportunity to assign shorter reading/writing assignments. When submitted for voting, the length of the book might be relevant for others to get a sense of commitment, and information about whether the book is fiction or non-fiction would be helpful. Consideration of how a book might be used in the classroom is something to consider and might affect how the campus votes and how reading selections might be integrated in teaching. This information can be included with the voting process. The sooner the book is identified, the sooner it can be adapted in classes.

During a One Book discussion on campus, female students in attendance indicated that they would like a book selection that focuses more on women's health issues, which directly relates to one of the books nominated, *The Immortal Life of Henrietta Lacks*. Comments by campus colleagues include the desire to concentrate on issues of class rather than race.

James Wallace announced a discussion of police militarization, "Keeping Us Down or Keeping Us Safe? Law Enforcement in the 21st Century" scheduled on Wednesday, December 3 at noon in the Bergland Auditorium. The "First Wednesdays Discussion Series" is moderated by Doug Ross from *The Times*, and the panel includes Monica Solinas-Saunders, Assistant Professor of Criminal Justice. This series was started in Indianapolis by the ACLU and they are taking the series to various Indiana communities. This topic is related to the book, *The New Jim Crow*.

2. Debrief: Council Summer Reading Discussion, Wednesday, August 13, 2014

- **Draft Action Items identified by One Book Committee for further consideration:**
 - Create activities that address unconscious bias. (Incorporate in service initiative?)
 - Provide training and diversity awareness for faculty/staff (and incoming employees) that leads to multicultural competence. (Incorporate in service initiative?)
 - Develop support systems for students with felony records that facilitate their graduation and employment.

The Council continued the discussion of potential employees and potential students who have felony records. The discussion was focused on students with felonies, and what can be done in their behalf. The campus's hiring and personnel policies are governed by Indiana University, and not a lot can be changed locally to benefit potential employees, without a coordinated effort with IU. Occasionally, Chancellor Lowe has an opportunity to make a decision regarding the hiring of a potential employee who has a criminal record, and on two occasions, he has given approval to hire someone with a record. It is possible that discussions and research at IU Northwest could affect how Indiana University views hiring persons with criminal records, and consideration could be given to "banning the box" on employment applications.

There is legislation in Indiana to expunge felony records and civil rights protection. After expungement has taken place, there is anti-discrimination legislation. Expungement is not an easy process and, while it is not necessary to be represented by a lawyer, it is recommended, even though the expense of securing a lawyer can be a deterrent for those seeking expungement.

There are legal clinics, usually associated with law schools, that can assist clients, on a pro bono basis, with expungement efforts. Tim Sutherland and Emily Banas provided additional information about services in the area that can be contacted for assistance:

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- Indiana Legal Services – 7863 Broadway ([Indiana Legal Services](#))
- Indiana Volunteer Lawyers ([Indiana Volunteer Lawyers](#))
- Hammond Legal Services Offices ([Hammond Legal Services](#))
- Scott King Group is offering free expungement consultation for veterans ([Scott King Group Assistance for Veterans](#))

James Wallace reiterated that those with criminal records can still have access to financial assistance, information that should be shared with the community. He shared pertinent information with the Council from the U.S. Department of Education ([Student Aid Eligibility - Criminal Convictions](#)). Sex offenders are not eligible to receive financial aid, and Council members discussed whether it is necessary for potential students to disclose if they have been convicted of a sexual offence. Ida Gillis will confirm how the university interprets the guidance around this topic from the U.S. Department of Education and what is allowable.

The National Association of Intercollegiate Athletics (NAIA) approved the creation of a non-binding resolution on Sexual Assault to bring awareness to the topic of assault on campus. The resolution encourages member institutions to adopt methods of dealing with interpersonal violence situations with their own institutions' student-athletes and athletics departments.

V. Institutional Effectiveness Update

John Novak provided the following updates and information:

- a. The Higher Learning Commission (HLC) is migrating to a new annual reporting cycle to coordinate reporting with the federal government. The campus finished the annual report for 2013-14 prior to the November 7 deadline, and there will probably be another update soon for 2014-15.
- b. The Institutional Effectiveness Advisory Committee and Chancellor Lowe will attend the AQIP Strategy Forum, April 22-24, 2015, as required every four years, to plan out action projects and reflect on appraisals for the Systems Portfolio. Attendance at the forum will result in two developed action projects for the campus, one on the Culture of Service Initiative, and the other on improving the capacity to do continuous improvement on the campus.
- c. Wes Moore will be the keynote speaker on Sunday, March 29, at the HLC's annual meeting, March 28-31 at the Hyatt Regency in Chicago. Wes Moore visited the campus in 2013 and is the author of *The Other Wes Moore: One Name, Two Fates*, which was the book selection for the 2012-2013 One Book initiative. Those interested can register to attend the presentation and the meeting.
- d. In Spring 2015 the campus will administer the National Survey for Student Engagement (NSSE), which is administered every three years and was invented at Indiana University. John is working with the Marketing Department to develop a plan to creatively market the survey. An email encouraging student survey participation has been drafted, with Chancellor Lowe and the Student Government President as signatories, to give the message more credibility. Indiana University, including Indiana University Northwest, will be participating in an experiment aimed at increasing student survey response rates.
- e. The Senior survey is out for December graduates and was sent to 168 students who are scheduled to graduate in December.
- f. Point of Service Surveys are essentially complete and will be demonstrated at the advising celebration on November 19.
- g. Enrollment projections for the 2015-16 academic year are being developed, and John asked that information and thoughts regarding projections be sent to him.
- h. The office of Vic Borden, Associate Vice President, University Institutional Research and Reporting, released a report on peer institutions, which states that a new set of peers have been developed for Indiana University campuses. Indiana University has twelve peer institutions that will hopefully result in better peer representation for IU Northwest. Those institutions are:

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Auburn University-Montgomery
 Georgia Regents University-
 Augusta (formerly Augusta State)
 California State-San Marcos
 California State-Stanislaus
 IU South Bend
 IU Southeast

Louisiana State-Shreveport
 Purdue University Calumet
 Texas A&M-Corpus Christi
 University of Houston-Victoria
 University of Michigan-Dearborn
 University of Michigan-Flint

VI. Student Government Association (SGA) Update

April Van Milligan was unable to attend the meeting due to class commitments, but Beth Tyler reported that she continues to work on a survey which will be implemented to identify projects that students want to pursue.

VII. Updates – Professional Staff, Clerical and Technical Staff, Police Officers, and Service Staff

Audrea Davis reported that there will be an election of new officers for the Communications Workers of America (CWA) Local 4730 at IU Northwest before the end of November. She thanked Miantá Diming in Human Resources and her staff, who will begin a new orientation program on November 21 and have included representatives from CWA to provide information to new employees.

VIII. Chancellor's Report

a. IU Northwest Philanthropy Week: October 20 – 24, 2014

Vice Chancellor Jeri Pat Gabbert thanked all for their participation. There were more than 250 donors, and financial goals were tripled over the two week period, raising more than \$9,000. Many gifts were designated to scholarships.

b. IU Northwest Homecoming: October 29 – November 1, 2014

Homecoming was a great success with more than 100 alumni returning to campus. The Savannah Gym was filled for the men's and women's games.

c. Chancellor's Medallion Celebration: Thursday, November 13, 2014

To date, more than 300 guests have responded for the Medallion event. Those being honored are Dave and Louise Allard, Tom and Sylvia Collins, Al Reichle and Lynn Gassoway Reichle, and Community Foundation of Northwest Indiana.

d. Service Initiative

Chancellor Lowe referred to the service initiative email message that was released to the campus on November 6. Several components of the service initiative are in motion and he updated the campus community about the progress.

During Fall 2014, the five regional IU campuses came together to have a market analysis done of each region's demography and prospective student demand and the relationship to the occupational structure of the region. The analysis and subsequent report was done by Deloitte Consulting, and the results were presented in October. The information is credible and valuable, providing good data going forward for future marketing and recruitment plans. Chancellor Lowe was pleasantly surprised to see how well IU Northwest's strengths aligned with occupational demand, present and future, but he has spoken with Executive Vice Chancellor Malik about programming potential still to be realized. He asked John Novak to extract a concise report from the original document to share with the Council at the next meeting.

On December 1 and December 2, two town hall meetings are planned to discuss several topics, including Indiana University's Bicentennial Plan, Expenditure Review, and Service Initiative. There was good attendance at the visit with Vice President John Applegate and Dr. Michael Rushton, when they discussed the Bicentennial Plan at IU Northwest. In Spring 2015, there will be an IU Northwest exercise, to test the alignment of the campus plan with the Bicentennial Plan, and to identify any changes to the priorities.